

**ELK TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
June 5, 2006**

The Elk Township Board of Supervisors meeting convened at 7:00 PM at the Elk Township Building, Lewisville, PA. The following Supervisors were present: Chairman Palmer Durborow, Vice Chairman Estace Walters and Member Albert Jezyk.

PUBLIC COMMENT ON AGENDA ITEM

No public comment.

ADMINISTRATIVE ACTION/PRESENTATIONS/CORRESPONDENCE

Emergency Operations Plan/National Incident Management System

Pal Durborow stated that the Board must complete the required National Incident Management System course must be completed by September in order to certify the Township compliance. The Board and Emergency Operations Coordinator Alan Kennedy are reviewing the Elk Township Emergency Operations Plan for updating if necessary.

Open Space Land Acquisition Tax Referendum

Pal Durborow stated that the Board and the Open Space Committee is meeting with landowners on June 21st at 8:00 PM to discuss options for permanent land protection.

On a motion made by Estace Walters, seconded by Albert Jezyk, the Board agreed to authorize Township Solicitor Sam McMichael to proceed with advertising the Open Space Land Acquisition Tax Referendum Ordinance. The vote was unanimous.

2006 Oxford Area Regional Co-op

On a motion made by Estace Walters, seconded by Albert Jezyk, the Board agreed to award the 2006 Oxford Area Regional Co-op bids to Martin Limestone for Aggregate Materials, Independence Construction for Blacktop Mixes and Harlan Construction for Equipment Rental. The vote was unanimous.

Township Building Hall Rental/Loan of Tables/Chairs

Pal Durborow referred to the "Rental of Hall and Equipment" agreement and agreed that the stove would be available for use only with prior approval.

Pal Durborow referred to the draft proposed “Rental/Loan of Tables and/or Chairs” agreement for off-site use of Township equipment. The Board agreed to request review of the proposed agreement by the Township Solicitor.

Oxford Area High School Project Graduation

On a motion made by Estace Walters, seconded by Albert Jezyk, the Board agreed to donate \$250.00 to the Oxford Area High School Project Graduation. The vote was unanimous.

Act 537 Plan of Study – DEP Correspondence dated May 12, 2006

Pal Durborow referred to DEP correspondence dated May 12, 2006 stating that the Township’s Act 537 Plan of Study prepared by URS Corporation has been approved. URS representative Stan Corbett will attend the June Planning Commission meeting for an Act 537 Plan “kick-off” meeting.

Traffic Impact Fees – URS Correspondence dated May 12, 2006

Pal Durborow referred to URS correspondence dated May 12, 2006 outlining the necessary procedure to implement a traffic impact fee ordinance. A summary of the steps required include the appointment of an Impact Fee Advisory Committee, completion of a Land Use Assumptions Report, Roadway Sufficiency Analysis and a Transportation Capital Improvement Plan.

Brandywine Conservancy “Save Your Heritage”

The Brandywine Conservancy is conducting a “Save Your Heritage” program on June 8th at 7:00 PM.

Brandywine River Museum “Traditional Neighborhood Development”

A “Traditional Neighborhood Development” lecture will be held at the Brandywine River Museum on September 21st at 6:30 PM.

Springlawn Road Trail Improvements

Pal Durborow stated that Yerkes Associates is working on revisions/additions to the Springlawn Road Trail Improvements Map and that Township Solicitor Sam McMichael has provided “Additional Terms and Conditions for Contractors” to be included in the bid package.

STAFF REPORTS

Secretary’s Report

On a motion made by Estace Walters, seconded by Albert Jezyk, the May 1, 2006 Meeting Minutes were approved.

Treasurer's Report

On a motion made by Estace Walters, seconded by Albert Jezyk, the Bills to be Paid for May, with the exception of the Snyder and Sons invoice in the amount of \$1,956.00, were approved. The vote was unanimous.

On a motion made by Pal Durborow, seconded by Albert Jezyk, the Snyder and Sons invoice in the amount of \$1,956.00 was approved to be paid. Estace Walters abstained from the vote.

Tax Collector

Real Estate: \$2,223.84

Planning Commission

Pal Durborow referred to the May Planning Commission Meeting Minutes.

Zoning Hearing Board

No activity.

Zoning Officer

Pal Durborow referred to the May Zoning Officer Report stating that two (2) Building Permits were issued. On-going projects include The Bluffs at Big Elk Creek, various single homes and various inquiries regarding codes, zoning, etc.

Roadmaster

Pal Durborow stated that Harlan Construction has been working on various projects in the Township including Elk Mills Road and Hickory Hill Road. Pal met with PennDOT representatives to discuss the re-grading of ditches and pothole problems.

POST OFFICE COMMITTEE REPORT

Pal Durborow referred to the first and second quarter Post Office Committee Report dated June 5, 2006.

OLD BUSINESS

No old business.

NEW BUSINESS

No new business.

PUBLIC COMMENT

Florence Brown stated that the Strickersville Road name sign is twisted.

Meeting Adjourned at 7:35 PM.

Respectfully Submitted,

Terri Kukoda
Secretary/ Treasurer